

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

**Meeting of the Advisory Planning Commission  
Held via Webex on Wednesday, June 9<sup>th</sup>, 2021**

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**MINUTES**

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Present: Y. Al-Nakeeb  
A. Wilson  
M. McCorkindale  
S. Huber  
C. Castro  
Councillor Hu  
Councillor McIlroy

Staff: R. de St. Croix, Manager  
R. Fish, Committee Clerk

Guests: K. Montogmerie, Planner

Absent: M. Tasi Baker  
A. Rahbar  
S. Tornes  
K. Balcom  
M. Mathieson

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A quorum was not met at the beginning of the meeting. The Commission waited until another member was able to join and the meeting was called to order at 6:35PM.

In the absence of the Chair, Vice Chair M. McCorkindale filled in as Chair.

**1. Acknowledgement of Unceded Territory**

**2. Approval of Agenda**

The agenda of June 9<sup>th</sup>, 2021 was adopted as amended.

**3. Adoption of Minutes of Meeting of May 12<sup>th</sup>, 2021**

It was regularly moved and seconded

**THAT** the minutes of the meeting of the Advisory Planning Commission held May 12<sup>th</sup>, 2021 be adopted. Sara

**Carried Unanimously**

#### **4. Business Arising**

Councillors provided an update on recent Council initiatives and the notice of motion that was passed on equity, diversity, inclusion and reconciliation. There was an acknowledgement of the recent discovery of the graves of indigenous children and the Muslim family killed in a terror attack in London, Ontario.

#### **5. Staff Update**

R. de St. Croix reviewed relevant planning development, project and policy items from the previous Council meetings.

#### **6. Housing Presentation**

Staff presented on the Tenant Displacement Policy, Duplex Special Study and Housing Needs Report. The main points included but were not limited to the following:

- Housing Needs Report
- New provincial requirement across BC, to be completed by April 2022.
- Evidence based report focused on statistics and data analysis.
- Must report on core housing need, estimated units needed over next 5 years and key areas of local need.
- Document will be published once completed and updated every 5 years.
- Intended to inform OCP and other plans and policies.
- Representation of issues and opportunities and engages critical partners in housing.
- Appointed Urban Matters to undertake the study.
- Final report will be October-November 2021.
- The final report will tell us the total number of housing units estimated to be needed over the next 5 years, the types of homes required to meet community needs and statements about key areas of need.
- Duplex Special Study
- Area identified in the 2014 OCP.
- Provides a variety of housing forms including duplexes, rowhouses and garden apartments to help meet the diverse needs of the community.
- Provision of smaller, more affordable ownership options.
- Process started in 2017 with the support of consultants and engagement with local residents.
- Presented to Council in February 2018.
- Duplex development on 88 lots, rowhouse or townhouse development on 51 lots and garden apartment development on 7 lots.
- Requires OCP amendment and corresponding change in zoning to enable duplex development.
- Adoption of northern part anticipated in fall 2021.
- Work on the southern part anticipated to start in late 2021.
- Tenant Displacement Policy
- Current policy applies to all development applications for redevelopment of purpose-built rental on properties designated Level 4 and higher in the OCP.

- Voluntary commitment to provide current occupancy summary, tenant communication plan, designated tenant relocation coordinator, financial compensation equivalent to 3 months rent for tenants on periodic tenancy, notice period as per RTA and first right of refusal to live in new buildings, with preference for any below market units to be leased to displaced tenants.
- Notice of Motion was about increased financial assistance and support for tenants displaced by the redevelopment of older purpose-built rental buildings.
- Staff are exploring potential updates to the policy.
- Proposed updates will take account of approaches in other municipalities in the interest of regional consistency.
- Metro Vancouver is looking at this issue as well for protecting existing tenants. The update of the Regional Growth Strategy will include policy or direction for municipalities to include tenant protection policies to make it more consistent across the region. Not mandating it, just suggesting all municipalities should have something.

**Questions and Comments from the Commission included but were not limited to:**

- Housing Needs Report
- What impact has there been of Airbnb on housing availability? **A:** We haven't gotten into details of the impacts of this yet, however the City does have a policy in place regarding short term rentals. We do not permit the use of the entire dwelling for short term rentals (Airbnb).
- Is it based on that income threshold of who is spending 30% or greater for core housing needs? **A:** Yes, it's a trigger of whether or not you fall into the core housing need. If you couldn't move somewhere else at the median rent, that's how you're defined. If in order to move you would spend 40 or 50% of your income you're included in the core housing need.
- Is it solely focused on the affordability piece? Does it take into account transportation and environmental needs? **A:** Yes, it's just around overall housing needs to meet population growth and what proportion of that need would be an affordable housing need.
- What is the difference between the secondary rental market and secondary suite rental market? **A:** Rental market is a best estimate based on data from CMHC on primary rental market and data from the City on secondary suites to better understand where renters are accommodated.
- Secondary suite means basement suite or laneway home? **A:** Yes, which is tracked through the permit process. Illegal suites are not captured.
- The District of West Vancouver went through this process, have you been able to access the lessons learned? **A:** Yes, we've had conversations. We benefited from lessons learned from our neighbours.
- Is there anything published online? **A:** We have just started the process, the website information page is just to let people know what's happening and the timeline.
- How will you collect data for the effects of COVID-19 and housing needs? **A:** The 2016 census data is the most up to date. The survey has a specific question on how COVID-19 has impacted things. We will focus on newer additional needs due to COVID-19.
- Is this allowing the City to get more funding, what is the expected impact? **A:** Funding from the province is intended for all municipalities to fully cover the

cost of producing the housing needs report. The City also contributed money to the budget to build on the engagement side of things. It allows for more informed decision making and is mandated to standardize and compare it across the province.

- Duplex Special Study
- How has the resident feedback been in this area on the project? **A:** It was overwhelmingly positive.
- We're heading close to a review of the OCP, are there any plans to expand this idea further to perhaps allow to make a whole systems change in the next round of revisions? **A:** Any area specific zoning Bylaw updates we make would want to be future proofed for further expansion. We want to look at how to streamline the process and focus on quality and livability. If successful, we will have it in place to give us an early understating of the merits of the approach.
- What does garden apartment mean? **A:** Lower rise small apartment block, keeping in character with the area but transitioning forward. Private shared amenity space, slightly more dense.
- Tenant Displacement Policy
- None.

#### 4. Adjournment

There being no further business, the meeting adjourned at 8:05 p.m.

The next regular meeting of the Advisory Planning Commission will be held on Wednesday, July 14<sup>th</sup>, 2021.

"Mack McCorkindale"  
Acting Chair

"September 8, 2021"  
Date